



**AGENDA - TROY PLANNING COMMISSION MEETING  
WEDNESDAY, FEBRUARY 13, 2019, 3:30 P.M.  
CITY HALL, SECOND FLOOR COUNCIL CHAMBERS**

1. Roll Call
2. Minutes - Jan. 23
3. Historic District Application, 214 W. Main Street, for alterations to building:
  - a. removal of the upper and lower stained glass windows on the front of the building, replacing them with clear glass;
  - b. removal of four windows on the rear, replacing them with a large, glass garage door;
  - c. removal of two casement windows on the upper rear floor of the building, replacing them with the same type of fixed windows that are located on the lower floor, at the rear of the building.Owner: Keystone Real Estate Group, Ltd.  
Applicant: Whitney Locker, Alliance Engineering, LLC
  - Commission to make decision
4. Historic District Application, 117 S. Market Street, for the installation of wall signage.  
Owner: Heather Davey  
Applicant: Amanda Gibson, Be You Boutique
  - Commission to make decision
5. Historic District Application, 125 S. Market Street, for the installation of a new projecting sign.  
Owner: Wade Westfall  
Applicant: Elizabeth Smith, Poppin' Off Gourmet Popcorn
  - Commission to make decision
6. Comprehensive Plan - Add a new Chapter
7. Other

**TABLED**

Halifax Estates Section Five, Final Plat and Dedication of Right-of-Way.  
Plat is located east of Piqua-Troy Road and north of Troy-Urbana Road  
Owner: Halifax Land Company, LLC  
Applicant: Frank Harlow

**Note to Commission members:**

If you will not be attending, please email or call Sue

A regular meeting of the Troy Planning Commission was held Wednesday, January 23, 2019, at 3:30 p.m. in Council Chambers, second floor, City Hall, with Vice-Chairman James McGarry presiding. Members Present: Beamish, Snee, Titterington, Wolke and Mahan; Zoning Inspectors Brandon and Watson; and Assistant Development Director Davis.

The minutes of the January 9, 2019, meeting were approved upon motion of Mayor Beamish, second of Mr. Titterington, followed by unanimous roll call vote.

**HISTORIC DISTRICT APPLICATION, 210 S. MARKET STREET, FOR PROJECTING SIGN; OWNER IS MARKET STREET MANAGEMENT, LLC; APPLICANT – BEHR DESIGN, LLC BY KEVIN BEHR.** The staff report (attached to original minutes) noted: zoning is B-3, Central Business District; property is a newly constructed, multi-tenant building within the downtown; building is allowed a total of 75 square feet in signage, a total of 11.70 square feet of wall signage has previously been used, leaving a total of 63.30 square feet of signage available for use; application is for a projecting sign on the front of the building measuring 8.34 total square feet; sign will be made of Poly HDU (high density urethane); colors of the sign are Duranodic bronze and silver; bracket holding the sign is made of steel; while this is a projecting sign, the sign does not project over the public right-of-way; as required by the Zoning Code, an indemnification agreement, and certificate of insurance is on file with the City of Troy Development Department; and staff recommends approval of the proposed sign, based on:

- The proposed sign will meet all City of Troy sign code requirements; and
- The proposed sign is similar in color to the previously approved signs, and outdoor lighting fixtures.

The Commission viewed samples of the sign material/colors. The applicant was present.

In response to Mr. Titterington, it was stated that the brackets would be black. Regarding the sign height, Mr. Behr stated that Matt Gray of Level MB would help locate the sign on the building so that it does not interfere with the light of sight of the window of the second floor residents. Mrs. Snee commented that the sign may be a bit high and she would think that a business sign would be closer to the business.

A motion was made by Mr. Titterington, seconded by Mr. Wolke, to approve the Historic District Application for 210 S. Market Street as submitted in the proposed material and color as provided in the application and viewed by the Commission, and based on the findings of staff that:

- The proposed sign will meet all City of Troy sign code requirements,
- The proposed sign is similar in color to the previously approved signs, and outdoor lighting fixtures.

**MOTION PASSED, UNANIMOUS VOTE**

Mr. Titterington commended that if Level MB, also a resident of 210 S. Market Street is planning to install a projecting sign, he assumes staff will make sure it is generally the same kind of sign as approved for Behr Design and placed at the same elevation.

**HALIFAX ESTATES SECTION 5, SUBMITTED FOR FINAL PLAT AND DEDICATION OF RIGHT-OF-WAY; OWNER HALIFAX LAND COMPANY, LLC; OWNER – FRANK HARLOW.** Staff commented that the applicant has asked that this item be tabled.

A motion was made by Mr. Titterington, seconded by Mrs. Snee, to table final plat/right-of-way dedication of Halifax Estates Section 5.

**MOTION PASSED, UNANIMOUS VOTE**

There being no further business, the meeting adjourned at 3:39 p.m.

Respectfully submitted,

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary



<b>TO:</b>	Troy Planning Commission
<b>FROM:</b>	Shannon Brandon
<b>DATE:</b>	February 13, 2019
<b>SUBJECT:</b>	Historic District Review: 214 W. Main St.
<b>CASE #:</b>	HR-05-19
<b>OWNER:</b>	Keystone Real Estate Group, Ltd.
<b>APPLICANT:</b> Whitney Locker, Alliance Engineering, LLC	

## **INTRODUCTION:**

Applicant, Whitney Locker, is requesting the Planning Commission to review alterations to the building located at 214 W. Main St. The property is zoned B-2, General Business District

## **BACKGROUND:**

The OHI form lists this property as a two story brick church with an unusual, rough faced, wire cut exterior, and is a well preserved example of early 20<sup>th</sup> century church design. Character defining features include large windows and wood frame work, wall buttresses, stone coping, stone trim at the windows and doors, and rough faced, wire cut brick.

This building, originally known as the First Evangelical Lutheran Church, was constructed in 1912, and held its first service on July 28, 1912. The building was then dedicated on June 1, 1913. The delay from July of 1912 until June of 1913 was the result of the basement flooding due to the flood of 1913.

In 2016, the building was purchased by Keystone Real Estate Group, Ltd., and was most recently used as a church. Soon, this building will become the home of a branch of Moeller Brew Barn, and is currently undergoing renovations in preparation for the opening.

## **PROPOSAL:**

The applicant comes before the Planning Commission with a request for three (3) alterations to the building. Item 1 is for the removal of the upper and lower stained glass windows on the front of the building, and will be replaced with clear glass. Item 2 is the removal of four (4) windows on the rear that will be replaced with a large, glass garage door. Item 3 is the removal of two (2) casement windows on the upper floor of the building, and are located in the rear. The casement windows will be replaced with the same type of fixed windows that are located on the lower floor, at the rear of the building.

## **DISCUSSION:**

### **ITEM #1**

The applicant is requesting to replace the existing stained glass windows on the front of the building with clear glass. The clear glass would be installed in the existing window openings in order to preserve the existing architectural features of the window. Currently, there is a large stained glass window on the upper portion of the building, along with three (3) smaller stained glass windows on the lower portion of the building. The proposed window will be constructed of

1" clear, insulated, unit glass which will be custom made to a pattern to fit into the existing window opening.

The owner of the building has stated that, "The windows have been covered up for decades with fogged storm glass due to the broken coming and glass in the stain glass portion of the window. The other item would be as this building was used as a former church there are Biblical depictions on some of the stain glass and we don't want to offend anyone with the change in use of the building." Pictures of the windows are included in the packet. As seen in the pictures, there is slight damage to two (2) areas of the windows.

After completing research at the Local History Library, it was discovered that the stained glass windows are original to the building. The upper stained glass window is titled "Christ at Twelve in the Temple," and was gifted to the church by Mr. and Mrs. Levi Switzer in 1912. There is an almost identical window over the choir loft of the First United Methodist Church.

Staff also spoke with an architect knowledgeable in historic preservation. The concern from the architect is that during the time period these stained glass windows were constructed, it is quite possible that the windows were made by one of two great stained glass window artists, Louis Comfort Tiffany and John La Farge. Neither of the two artists was known for signing their work. However, someone knowledgeable in art history, specifically stained glass, could look at the construction of the windows and possibly tell if the windows are in the style of Tiffany or La Farge.

The City of Troy Zoning Code has Standards for Alteration as adopted from the United States Secretary of the Interior standards for the Treatment of Historic Properties. Section 1143.22(f)(7)(C) of the City of Troy Zoning Code, Standards for Alteration, states that deteriorated architectural features shall be repaired rather than replaced whenever possible. When asked if the property owner had received an estimate to repair the windows, an e-mail from the property owner stated that, "We haven't found anyone that will replace or fix it."

#### **EXAMPLES OF REPAIR:**

As recently as this past summer, the First United Methodist Church on W. Franklin Street repaired and restored the existing stained glass windows in their church, including the "Christ at Twelve in the Temple." The restoration and repair was performed by Studio Arts & Glass, Inc. from North Canton, Ohio. In 2011, the City of Troy issued a CDBG loan to the Troy Masonic Temple in order to repair the stained glass windows on the rear of their building. Studio Arts & Glass, Inc. also performed the repairs and restoration for this project.

After conducting a windshield survey, it was found that of the eight (8) church buildings located within the downtown, only one (1) church building was found to not have stained glass windows on the front of the building. The church building is located one parcel north of 214 S. Mulberry Street.

In 1996 in Pittsburgh, Pennsylvania, a local brewery, The Church Brew Works, began the restoration of the former St. John the Baptist Catholic Church. Included in the restoration process was the restoration of the numerous stained glass windows. These windows were not only intricate in design, but also included Biblical depictions. The Church Brew Works has become a destination spot while visiting Pittsburgh.

Salt Springs Brewery in Saline, Michigan, Urban Artifact in Cincinnati, Ohio, and Father John's Brewing Company in Bryan, Ohio, are all breweries that were once deteriorating churches that were carefully and painstakingly restored, including the stained glass windows, in order to showcase the beautiful craftsmanship that was used in the construction of these buildings.

As you can see from the research completed, stained glass windows, not only within the downtown of the City of Troy, have been restored and repaired in order to preserve the historic integrity of not only the windows, but of the buildings themselves.

The property owner has stated he is open to other options, and would be agreeable for Planning Commission to conduct a site visit to the property.

This application has been reviewed for compliance with all requirements of the zoning code except for the additional design standards imposed by the historic district regulations and has been found to comply with same.

**RECOMMENDATION:**

Staff recommends denial of the proposed window replacement, based on the following:

- Section 1143.22(f)(7)(C) of the City of Troy Zoning Code states that deteriorated architectural features shall be repaired rather than replaced whenever possible.
- The OHI form accurately depicts the character defining feature of this historic building is this large stained glass window.
- The proposed alterations will detract from the historic integrity of the building, affecting the street block, and the Historic District overall.
- The loss of original, stained glass windows would be a loss of historic artistry.
- The proposal does not include due diligence of repair quotes from qualified contractors.

**ITEM #2**

The applicant is requesting to replace four (4) windows on the rear of the building with a garage door constructed of commercial aluminum. The trim of the door will be white, and will have black mullions. A sample of the garage door is included in the packet. Please note the proposed garage door will not have an arch as shown in the picture. The garage door is being installed in a portion of the building that was added to the original building in the 1950's.

The applicant has stated that the garage door is needed in order to move equipment into the building that was purchased with CDBG monies from the City of Troy.

**RECOMMENDATION:**

Staff recommends approval of the proposed garage door installation, based on the following:

- The garage door is being installed in the addition to the building from the 1950's.
- The garage door is needed in order to install equipment for the operation of the business.

**ITEM #3**

The applicant is requesting to replace two (2) casement windows on the upstairs, rear of the building with two (2) fixed windows to match the existing fixed windows on the first floor of the building, at the rear. Once again, these windows are located in the addition to the original building.

**RECOMMENDATION:**

Staff recommends approval of the proposed window installation, based on the following:

- The proposed windows on the second floor will match the existing windows on the first floor.
- The proposed windows are being installed in the addition to the original building.

Planning Commission  
Historic District Application

Revised 03/03/15

OFFICE USE ONLY

b-2

Date Filed: 12-21-18

Case #: HR-05-19

Date of Meeting:

2-13-19

**CITY OF TROY PLANNING COMMISSION**  
**APPLICATION FOR HISTORICAL TROY ARCHITECTURAL DISTRICT**  
(Must be typed or printed legibly)  
(PLEASE READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM)

Date 12/20/18

Applicant Whitney Locker Telephone No. 937-552-9614

Owner of Property Keystone Real Estate Has the Owner been Notified? Yes

Address of Project 214 W. Main St.

Contact Address (if different than Project Address) P.O. Box 980, Troy, OH 45373

Name of Architect/Engineer and/or Contractor Alliance Engineering LLC

Application for renovation to include the following:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Alteration | <input type="checkbox"/> Repair                         |
| <input type="checkbox"/> Construction          | <input type="checkbox"/> Demolish – Principal Structure |
| <input type="checkbox"/> Moving A Building     | <input type="checkbox"/> Demolish – Accessory Structure |
| <input type="checkbox"/> Painting              | <input type="checkbox"/> Other: _____                   |

**ONE (1) COPY OF INFORMATION TO BE SUPPLIED BY APPLICANT:**

- (a) Site Plan drawn to scale shall be provided showing structure in question & its relationship to adjacent structures.
- (b) Description of proposed use, if different than existing use.
- (c) Plans illustrating the proposed structural or exterior changes, including changes in parking facilities, landscaping, screening, fences, signs and other relevant structures and fixtures, and relationship to surrounding structures.
- (d) Description and samples of materials proposed to be used in the project.
- (e) Paint samples for painting applications.
- (f) Any other photographs or illustrative visual aids and/or materials relevant to the project.
- (g) A written letter from the owner acknowledging the application, or a printed signature from the property owner on this form.

SIGNATURE OF APPLICANT:

Whitney Locker

SIGNATURE OF PROPERTY OWNER:

PRINTED NAME OF PROPERTY OWNER:

Anthony Smith

PLANNING COMMISSION RESULTS (OFFICE USE ONLY):




# OHIO HISTORIC INVENTORY

Ohio Historic Preservation Office

1985 Velma Avenue  
Columbus, Ohio 43211  
614/297-2470



OHIO  
HISTORICAL  
SOCIETY  
SINCE 1885

1. No.		2. County <b>Miami</b>		4. Present Name(s) <b>First Lutheran Church</b>		<input type="checkbox"/> Coded	
3. Location of Negatives <b>City of Troy Devel Dept</b>		5. Historic or Other Name(s) <b>First Evangelical Lutheran Church</b>					
Roll No. <b>J</b>		Picture No.(s) <b>2</b>					
6. Specific Address or Location  <b>214 W. Main St</b>				16. Thematic Association(s)		28. No. of Stories <b>2</b>	
6a. Lot, Section or VMD Number				17. Date(s) or Period <b>1912 (cornerstone)</b>		29. Basement? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
7. City or Village <b>Troy</b>				18. Style or Design <b>N/A</b>		30. Foundation Material <b>Poured Concrete</b>	
8. Site Plan with North Arrow 				19. Architect or Engineer		31. Wall Construction <b>Brick Bearing</b>	
9. U.T.M. Reference Quadrangle Name <b>Troy</b>				20. Contractor or Builder		32. Roof Type & Material <b>Gable/Clay Tile</b>	
10. Site <input type="checkbox"/> Building <input checked="" type="checkbox"/>				21. Building Type or Plan <b>Church</b>		33. No. of Bays Front <b>3</b> Side <b>7</b>	
11. On National Register? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				22. Original Use, if apparent <b>Church</b>		34. Exterior Wall Material(s) <b>Running Bond</b>	
12. N.R. Potential? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				23. Present Use <b>Church</b>		35. Plan Shape <b>Irregular</b>	
13. Part of Estab. Hist. Dist.? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>				24. Ownership Public <input type="checkbox"/> Private <input checked="" type="checkbox"/>		36. Changes (Explain in #42) Addition <input checked="" type="checkbox"/> Altered <input type="checkbox"/> Moved <input type="checkbox"/>	
15. Name of Established District (N.R. or Local) <b>Troy Historic District</b>				25. Owner's Name & Address, if known <b>First Evangelical Lutheran Church 214 W. Main St Troy, OH</b>		37. Window Type(s) <input type="checkbox"/> 6 over 6 <input type="checkbox"/> 2 over 2 <input type="checkbox"/> 4 over 4 <input checked="" type="checkbox"/> Other	
42. Further Description of Important Interior and Exterior Features (Continue on reverse if necessary) <b>Two story brick church. Unusual rough faced wire cut exterior. A well preserved example of early 20th century church design. CDF: include large windows and wood frame-work; wall buttresses; stone coping; stone trim at windows and doors; main doors; rough faced wire cut brick; lanterns over doors.</b>				26. Property Acreage <b>N/A</b>		38. Building Dimensions <b>40</b> x <b>120</b>	
43. History and Significance (Continue on reverse if necessary)  <b>Cornerstone indicates a 1912 construction date.</b>				27. Other Surveys in Which Included <b>N/A</b>		39. Endangered? By What? Yes <input type="checkbox"/> No <input type="checkbox"/>	
44. Description of Environment and Outbuildings (See #52) <b>Small urban setting of closely spaced buildings and nerous shade trees.</b>				46. Prepared by <b>J. Darbee/N. Recchie</b>		47. Organization <b>F. Conaway &amp; Assoc.</b>	
45. Sources of Information <b>Field observation City of Troy Miami Co. property records</b>				48. Date Recorded in Field <b>5/97</b>		49. Revised by	
				50a. Date Revised		50b. Reviewed by	



PHOTO

1. No.

2. County

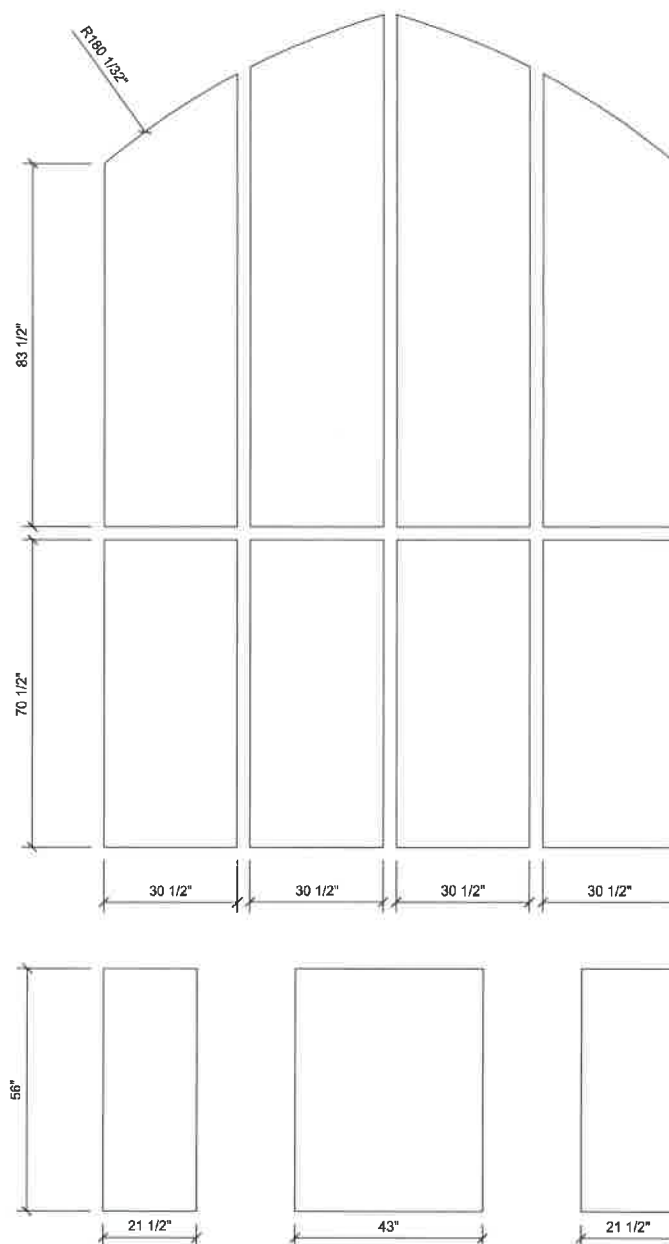
4.5. Present or Historic Name

6. Specific Address or Location



REMOVE WOOD ON INTERIOR  
TO ACCEPT NEW GLASS UNITS  
AND REINSTALL TO GIVE APPEARANCE  
OF EXISTING WOOD PROFILES

1" CLEAR INSULATED UNIT  
GLASS WILL NEED TO BE  
MADE TO A PATTERN ONCE  
STAINED GLASS IS REMOVED



For Hemm's Glass use only

DRAWN BY: CMH

CHECKED BY:

SCOTT INVESTMENTS  
GRACE APOSTOLIC

No.	Revision/Issue	Date



hemm's glass  
shops, inc.

514 south main street  
plaza, ohio 43056  
phone (937) 773-5591  
fax (937) 773-6054

www.hemnglass.com

Project Manager: TIM MINNICH hemm's Job #

Date: 1/7/2019 Sheet: 1

Scale:



Stained glass to be replaced with clear glass.





















Garage  
Door  
↓





## SW 6119 Antique White

Interior/Exterior

Locator Number 263-C6



### Color Details

Color Family: White & Pastel

RGB Value: R-232 | G-220 | B-198

Hexadecimal Value: #E8DCC6

LRV: 72

*Due to individual computer monitor limitations, colors seen here may not accurately reflect the selected color. To confirm your color choices, visit your neighborhood Sherwin-Williams store and refer to our in-store color cards.*

**MY STORE:**

**NOTES:**



Garage Door

\*  
No  
Arch



CA220 in clear anodized



## CA-220 Heavy Duty Frame

The CA-220 Commercial Aluminum sections are assembled using .065" minimum aluminum alloy tubular type extrusions with thru-bolt construction. Sections are 1-3/4" thick. Any section height is available. Bottom rails, top rails and end stiles are 4" on doors up to 18'-2" wide. Doors greater than 18'-2" wide have 6" bottom rails and top rails. All doors wider than 12'-0" have built-in struts, and doors greater than 18'-2" wide have an additional "T" shaped cap strut. Standard color for the CA-220 is clear anodized, while color anodizing and special paint finishes are optional. Panels for solid sections are .040" stucco embossed or .050" smooth aluminum. A wide variety of glazing materials are available.



## CA-110 Narrow Line Frame

The CA-110 Commercial Aluminum sections are assembled using .065" minimum aluminum alloy, tubular type extrusions with thru-bolt construction. Sections are 1-3/4" thick. Any section height is available. Bottom rails, top rails and end stiles are 3" on doors up to 13'-11" wide. Doors greater than 13'-11" wide have 4" bottom rails. All doors wider than 12'-0" have built-in struts on each section. All aluminum is clear anodized as standard. Color anodizing and special paint finishes are optional. Panels for solid sections are .040" stucco embossed or .050" smooth aluminum. A wide variety of glazing materials are available.



### Available Options

2" or 3" Track	Pass Door (220 only)	Operators
Exhaust Port(s)	High Cycle Springs	Top Header Seal
Cam Safety Device	High Cycle Rollers	Car Wash Cutout
Spring Bumpers	Chain Hoist	Security Bars

**Pass Door  
(exterior view)**



**Optional Exhaust Port  
(interior view)**



## COLOR OPTIONS

Clear Anodized



Dark Bronze Anodized



Black Anodized



Polar White



Almond



Sahara Tan



Sandstone



Brown



Hunter Green



Charcoal



Gray



Painted Bronze



Painted Black

Due to the printing process, colors may vary. For an accurate color match, contact your Haas Door dealer.



CA-110 is only available in clear anodized, dark bronze anodized, black anodized, and polar white. CA-220 is available in all colors shown.



# Windows



Replace casement windows with fixed windows.  
Same as first floor.



TO:	Troy Planning Commission
FROM:	Development Department
DATE:	February 13, 2019
SUBJECT:	Historic District Review: 117 S. Market St.
CASE #:	HR-04-19
OWNER:	Heather Davey
APPLICANT: Amanda Gibson, Be You Boutique	

## **DISCUSSION:**

The applicant, Amanda Gibson of Be You Boutique, is requesting Planning Commission approval of the installation of wall signage at 117 S. Market Street. The property is zoned B-3, Central Business District. The property is located on the east side of S. Market St., in the block between Franklin St., and Canal St.

The Ohio Historic Inventory (OHI) form describes the building as being originally constructed by J.W. Davis and completed in 1911. This is a single-story commercial building with recent storefront alterations in the downtown commercial core area. The building is not listed on the National Register.

## **PROPOSAL:**

The applicant is proposing to install wall signage, centered above the store front. This tenant space is permitted to have a maximum of 33 square feet of signage. The proposed sign panel is 32.5 square feet in total size with the logo portion being 14.5 square feet. This sign is the exact same size and background color as the neighboring tenant and will be mounted to match the placement of the other existing wall sign to providing a balanced look.

The material of the sign is a 3mm ACM (Aluminum composite) sign with a white background, vinyl printed graphic consisting of a light gray logo (Hex #A3A3A3), white lettering, and a purple outline (Hex #650492).

This application has been reviewed for compliance with all requirements of the zoning code except for the additional design standards imposed by the historic district regulations and has been found to comply with same.

## **RECOMMENDATION:**

Staff recommends approval of the proposed sign, based on the following:

- The proposed sign will meet all City of Troy sign code requirements; and
- The proposed sign will not detract from the historic integrity of the building.

Planning Commission  
Historic District Application

Revised 03/03/15

OFFICE USE ONLY

Date Filed: \_\_\_\_\_

Case #: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

CITY OF TROY PLANNING COMMISSION  
APPLICATION FOR HISTORICAL TROY ARCHITECTURAL DISTRICT  
(Must be typed or printed legibly)  
(PLEASE READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM)

Date 1/19/19

Applicant Amanda Gibson (Be You Boutique) Telephone No. 937-534 3551

Owner of Property Heather Davey Has the Owner been Notified? Yes

Address of Project 117 S. Market St Troy, OH 45273

Contact Address (if different than Project Address) \_\_\_\_\_

Name of Architect/Engineer and/or Contractor Charmes Inc

Application for renovation to include the following:

- |  |  |
|--|--|
| <input type="checkbox"/> Alteration        | <input type="checkbox"/> Repair  |
| <input type="checkbox"/> Construction      | <input type="checkbox"/> Demolish – Principal Structure                |
| <input type="checkbox"/> Moving A Building | <input type="checkbox"/> Demolish – Accessory Structure                |
| <input type="checkbox"/> Painting          | <input checked="" type="checkbox"/> Other: <u>New Sign on Building</u> |

ONE (1) COPY OF INFORMATION TO BE SUPPLIED BY APPLICANT:

- Site Plan drawn to scale shall be provided showing structure in question & its relationship to adjacent structures.
- Description of proposed use, if different than existing use.
- Plans illustrating the proposed structural or exterior changes, including changes in parking facilities, landscaping, screening, fences, signs and other relevant structures and fixtures, and relationship to surrounding structures.
- Description and samples of materials proposed to be used in the project.
- Paint samples for painting applications.
- Any other photographs or illustrative visual aids and/or materials relevant to the project.
- A written letter from the owner acknowledging the application, or a printed signature from the property owner on this form.

SIGNATURE OF APPLICANT:

Amanda Gibson

Heather Davey

SIGNATURE OF PROPERTY OWNER:

PRINTED NAME OF PROPERTY OWNER:

PLANNING COMMISSION RESULTS (OFFICE USE ONLY):



# APPLICATION FOR SIGN PERMIT

HR-04-19

(A SEPARATE APPLICATION MUST BE FILED FOR EACH TYPE OF SIGN)

Address of Project: 117 S. Market St. Troy, OH 45373

Name of Business: Be You Boutique LLC

Applicant Name: Amanda Gibson & DeWayne Williams

Mailing Address: 117 S. Market St. Troy, OH 45373

Daytime Phone: 937-524-3551

Email: amanda.gibson@alnseniorcare.com

Contractor Name: Character Inc

Mailing Address: 190 Peters Ave

Daytime Phone: 335-1976

Property Owner Name: Heather Davey

Mailing Address: 1640 Surrey Rd. Troy, OH 45373

Daytime Phone: 937-336-2017

Are you a New Tenant? ☒ Yes ☐ No

Lot Frontage: \_\_\_\_\_

Materials: \_\_\_\_\_

Building Frontage: \_\_\_\_\_

Building Setback: \_\_\_\_\_

Number of Faces: 1

Top of New Sign from Grade: \_\_\_\_\_

Manner of Fastening: Screws w/anchors

Cost of Sign: 3250<sup>00</sup>

Type of Proposed Sign (circle)

Free Standing  
☒ Wall  
Roof  
Other

Projecting  
Marquee  
Off-Site  
Internal Illumination

Billboard  
On-Site  
Canopy/Awning  
Reface Only

Actual Dimensions of Proposed Sign(s)

Quantity: 1 Length: 120" Width: NA Height: 39 Total Area: 32.5 ft<sup>2</sup>

Actual Dimensions of Similar Existing Sign(s) (if applicable)

Quantity: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_ Total Area: \_\_\_\_\_

Sign Full Name

**\*Processing time: 7-10 business days**

By signing this application, I acknowledge that I am authorized by the owner to make this application. I agree to allow City of Troy employees to enter the property in order to complete necessary inspections. I agree to conform to all applicable laws of the City.

Signature: Amanda Gibson

Date: 11/21/19

Development Department  
102 S. Market St.  
Troy, OH 45373  
Phone: (937) 339-9481  
Fax: (937) 339-9341  
www.troyohio.gov



Size: 120"x39"

Material: 3mm ACM

Media: Printed Oracal 3651 vinly with  
Orajer lamination

Colors: Purple/grey

Mounting: Screws w/anchors

Approx. Colors



cyan53% • magenta98% • yellow32% • black16%

Current 1-17-19



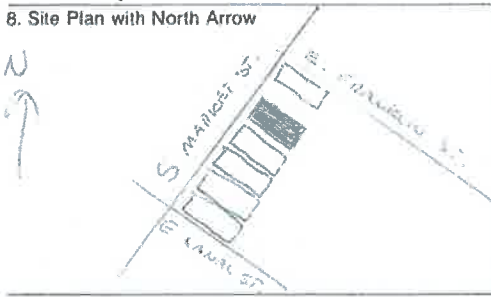


36% black

# OHIO HISTORIC INVENTORY

Ohio Historic Preservation Office

1985 Velma Avenue  
Columbus, Ohio 43211  
614/297-2470



1. No.		2. County Miami		4. Present Name(s) Huntington Bank/American Express <span style="float:right"><input type="checkbox"/> Coded</span>	
3. Location of Negatives City of Troy Devel. Dept.				5. Historic or Other Name(s)	
Roll No. B		Picture No.(s) 5,6			
6. Specific Address or Location 115-117 S. Market St.				16. Thematic Association(s) Commercial	
6a. Lot, Section or VMD Number				17. Date(s) or Period 1911	
7. City or Village Troy				17b. Alteration Date(s) Unknown	
8. Site Plan with North Arrow 				18. Style or Design N/A	
				18a. Style of Addition or Element(s) N/A	
				19. Architect or Engineer	
				19a. Design Sources	
				20. Contractor or Builder	
				21. Building Type or Plan Commercial	
				22. Original Use, if apparent Possibly car dealership	
9. U.T.M. Reference Quadrangle Name TROY				23. Present Use Commercial	
Zone		Easting		Northing	
10. Site <input type="checkbox"/>		Structure <input type="checkbox"/>			
Building <input checked="" type="checkbox"/>		Object <input type="checkbox"/>			
11. On National Register? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		12. N.R. Potential? Yes <input type="checkbox"/> No <input type="checkbox"/>			
13. Part of Estab. Hist. Dist.? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		14. District Potential? Yes <input type="checkbox"/> No <input type="checkbox"/>			
15. Name of Established District (N.R. or Local) Troy Historic District				24. Ownership Public <input type="checkbox"/> Private <input checked="" type="checkbox"/>	
				25. Owner's Name & Address, if known Parker Behm 1640 Surrey Rd Troy, OH	
				26. Property Acreage	
				27. Other Surveys in Which Included	
42. Further Description of Important Interior and Exterior Features (Continue on reverse if necessary) Single story commercial building, possibly an auto dealership. The facade, although probably in its original form, has a recent coating of stucco. The storefronts are a recent alteration. The building has no CDF.				28. No. of Stories 1	
				29. Basement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
				30. Foundation Material Unknown	
				31. Wall Construction Brick Bearing	
				32. Roof Type & Material Gable/S.S. Metal	
				33. No. of Bays Front 3 Side 6	
				34. Exterior Wall Material(s) Stucco & common bond	
				35. Plan Shape	
				36. Changes (Explain in #42) Addition <input type="checkbox"/> Altered <input checked="" type="checkbox"/> Moved <input type="checkbox"/>	
				37. Window Type(s) <input type="checkbox"/> 6 over 6 <input type="checkbox"/> 2 over 2 <input type="checkbox"/> 4 over 4 <input type="checkbox"/> Other N/A	
				38. Building Dimensions 40 x 10	
				39. Endangered? By What? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
				40. Chimney Placement None	
				41. Distance from and Frontage on Road 15 x 50	
43. History and Significance (Continue on reverse if necessary) The building was originally built by J.W. Davis. Construction began in 1910 and was completed in 1911.				 	
44. Description of Environment and Outbuildings (See #52) Downtown commercial core area.					
45. Sources of Information Field observation City of Troy Miami Co. property records				46. Prepared by J. Darbee/N. Recchie	
				47. Organization F. Conaway & Assoc.	
				48. Date Recorded in Field 5/97	
				49. Revised by	
				50a. Date Revised	
				50b. Reviewed by	



117 S. Market St. – Streetscape – Be You Boutique



## 115-117 S. Market Street – Be You Boutique







TO:	Troy Planning Commission
FROM:	Planning Staff
DATE:	February 13, 2019
SUBJECT:	Historic District Review: 125 South Market St.
CASE #:	HR-06-19
OWNER:	Wade Westfall
APPLICANT:	Elizabeth Smith

## **DISCUSSION:**

The applicant, Elizabeth Smith owner of Poppin' Off Gourmet Popcorn, is requesting approval from the Planning Commission to install a new projecting sign at this location. The property is located on S. Market St., just north of Canal St., and is in the B-3 Central Business District.

The OHI form describes the building as a two-story commercial building with a gable roof in the downtown commercial core area. The form also notes the front façade has possibly been altered and this building is not on the national register.

## **PROPOSAL:**

The tenant has 14 feet 10 inches of frontage on S. Market St., which allows a maximum of 22.5 square feet of wall signage. The proposed signage has a total of 18 square feet, 14 square feet for the projecting sign and 4 square feet for the door graphic.

The projecting sign is custom made from black poly-metal cut to the proposed shape. The logo and lettering are applied in vinyl graphics in the colors of White, and Gold Metallic (3M Satin Gold – PMS 872). Attached to the building by a custom decorative flag mount and scroll bracket by non-corrosive lag bolts. The door graphic will be vinyl lettering in White centered on the door, as shown in the attached packet.

Per the Zoning Code requirements an Indemnification and Liability Insurance Policy is required for the projecting sign. The applicant is awaiting the finalized paperwork from for the liability insurance, however has provided the Indemnification Agreement.

This application has been reviewed for compliance with all requirements of the zoning code except for the additional design standards imposed by the historic district regulations and has been found to comply with same.

## **RECOMMENDATION:**

Staff recommends approval of the proposed sign with the contingency that the required liability insurance is provided and based on the following:

- The sign is appropriate in scale to the building with which it is associated; and
- The colors selected for the sign are compatible with the building with which it is associated.

Planning Commission  
Historic District Application

Revised 03/03/15

OFFICE USE ONLY

Date Filed: \_\_\_\_\_

Case #: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

CITY OF TROY PLANNING COMMISSION  
APPLICATION FOR HISTORICAL TROY ARCHITECTURAL DISTRICT

(Must be typed or printed legibly)

(PLEASE READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM)

Date 2/5/19

Applicant Elizabeth A Smith Telephone No. 419-217-0067

Owner of Property Wade Westfall Has the Owner been Notified? YES

Address of Project 125 S. Market St

Contact Address (if different than Project Address) 1674 Knoop Rd Troy OH 46373

Name of Architect/Engineer and/or Contractor KAP Signs

Application for renovation to include the following:

- |  |  |
|--|--|
| <input type="checkbox"/> Alteration        | <input type="checkbox"/> Repair  |
| <input type="checkbox"/> Construction      | <input type="checkbox"/> Demolish – Principal Structure                |
| <input type="checkbox"/> Moving A Building | <input type="checkbox"/> Demolish – Accessory Structure                |
| <input type="checkbox"/> Painting          | <input checked="" type="checkbox"/> Other: <u>Add sign to building</u> |

vinyl lettering on door.

**ONE (1) COPY OF INFORMATION TO BE SUPPLIED BY APPLICANT:**

- (a) Site Plan drawn to scale shall be provided showing structure in question & its relationship to adjacent structures.
- (b) Description of proposed use, if different than existing use.
- (c) Plans illustrating the proposed structural or exterior changes, including changes in parking facilities, landscaping, screening, fences, signs and other relevant structures and fixtures, and relationship to surrounding structures.
- (d) Description and samples of materials proposed to be used in the project.
- (e) Paint samples for painting applications.
- (f) Any other photographs or illustrative visual aids and/or materials relevant to the project.
- (g) A written letter from the owner acknowledging the application, or a printed signature from the property owner on this form.

**SIGNATURE OF APPLICANT:**

Elizabeth A. Smith

**SIGNATURE OF PROPERTY OWNER:**

**PRINTED NAME OF PROPERTY OWNER:**

Wade Westfall

**PLANNING COMMISSION RESULTS (OFFICE USE ONLY):**



(A SEPARATE APPLICATION MUST BE FILED FOR EACH TYPE OF SIGN)



Development Department  
102 S. Market St.  
Troy, OH 45373  
Phone: (937) 339-9481  
Fax: (937) 339-9341  
[www.troyohio.gov](http://www.troyohio.gov)

123 S. MARKET ST.

Ohio Historic Preservation Office

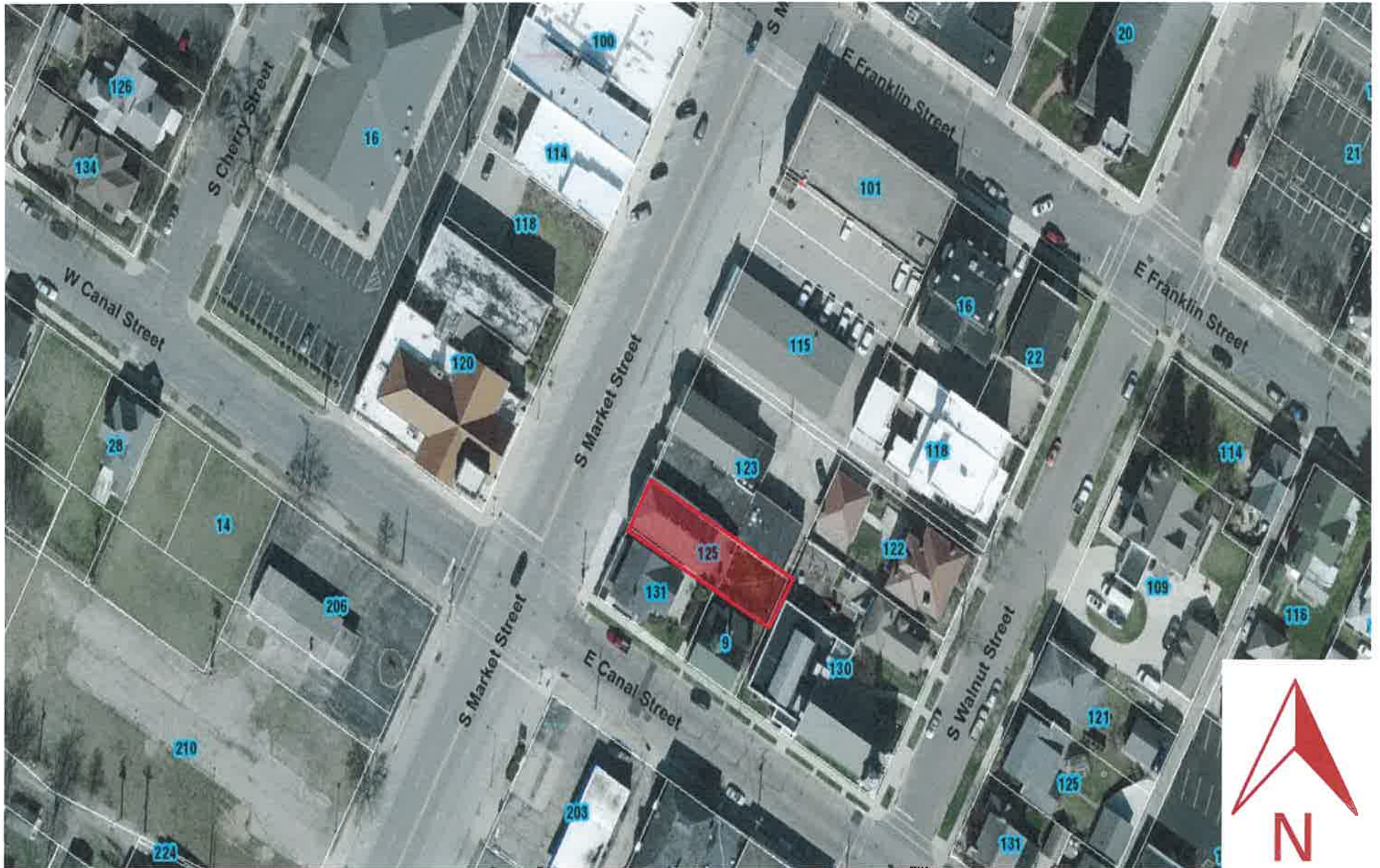
1985 Velma Avenue  
Columbus, Ohio 43211  
614/297-2470

## OHIO HISTORIC INVENTORY

1. No.	2. County Miami	4. Present Name(s) Dean & Barry Paint Town <input type="checkbox"/> Coded	
3. Location of Negatives City of Troy Devel. Dept		5. Historic or Other Name(s) Walter Croy Building	
Roll No.	Picture No.(s) A-36		
6. Specific Address or Location 123 S. Market St.		11. Thematic Association(s) Commercial	28. No. of Stories 1
6a. Lot, Section or VMD Number		17. Date(s) or Period 1911	29. Basement? Yes <input type="checkbox"/> No <input type="checkbox"/>
7. City or Village Troy		17b. Alteration Date(s) Possibly 1930	30. Foundation Material Unknown
8. Site Plan with North Arrow 		18. Style or Design N/A <input type="checkbox"/> High Style <input type="checkbox"/> Elements	31. Wall Construction Possibly stone bearing
9. U.T.M. Reference Quadrangle Name Troy		18a. Style of Addition or Element(s) N/A	32. Roof Type & Material Gable/Cement/Asbestos
Zone Easting Northing 16 738510 4435510		19. Architect or Engineer	33. No. of Bays Front 2 Side unknown
10. Site <input type="checkbox"/> Structure <input type="checkbox"/> Building <input checked="" type="checkbox"/> Object <input type="checkbox"/>		19a. Design Sources	34. Exterior Wall Material(s) Ashlar random stone
11. On National Register? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		20. Contractor or Builder	35. Plan Shape Rectangular
12. N.R. Potential? Yes <input type="checkbox"/> No <input type="checkbox"/>		21. Building Type or Plan Commercial	36. Changes Addition <input type="checkbox"/> Altered <input checked="" type="checkbox"/> Moved <input type="checkbox"/>
13. Part of Estab. Hist. Dist.? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		22. Original Use, if apparent Commercial	37. Window Type(s) <input checked="" type="checkbox"/> 6 over 6 <input type="checkbox"/> 2 over 2 <input type="checkbox"/> 4 over 4 <input type="checkbox"/> Other
14. District Potential? Yes <input type="checkbox"/> No <input type="checkbox"/>		23. Present Use Commercial	38. Building Dimensions 35 x ?
15. Name of Established District (N.R. or Local) Troy historic district		24. Ownership Public <input type="checkbox"/> Private <input checked="" type="checkbox"/>	39. Endangered? Yes <input type="checkbox"/> No <input type="checkbox"/> By What?
42. Further Description of Important Interior and Exterior Features (Continue on reverse if necessary) Two story commercial storefront with a gable roof and two dormers facing the street. Stone facade with original display window although the entry doors are replacements. The dormers have been sided with aluminum. CDF: Stone exterior, 6/6 dormer windows, and original storefront windows.		25. Owner's Name & Address, if known Central Trust Co PNC Bank Ohio NA Trustee P.O. Box 1155 Cincinnati, OH 45201	40. Chimney Placement None observed
43. History and Significance (Continue on reverse if necessary) Courthouse records show building as built by Walter Croy in 1911. Possibly the stone facade was applied later.		26. Property Acreage	41. Distance from and Frontage on Road 15 x 45
44. Description of Environment and Outbuildings (See #52) Downtown commercial core area.		27. Other Surveys in Which Included	 PHOTO
45. Sources of Information Field observation City of Troy Miami Co. property records		46. Prepared by J. Darbee/N. Recchie	
		47. Organization F. Conaway & Assoc.	48. Date Recorded in Field 5/97
		49. Revised by	50a. Date Revised
		50b. Reviewed by	



# 125 S. Market Street – Poppin' Off



125 S. Market St. – Streetscape – Poppin' Off





Poppin Off - 125 South Main Street, Troy, Ohio 45373

Main ID - Projecting\_sketch #01 (1-31-2019)

## Projecting sign



Furnish and install one (1) double sided projecting panel sign  
Overall size is 28" in height x 36" in length, totaling 7 square feet  
Panel to be black poly-metal, cut to shape, decorated with first  
surface applied vinyl graphics

Colors: White and Gold Metallic (3M Satin Gold - PMS 872)

Panel to install with decorative flag mount scroll bracket

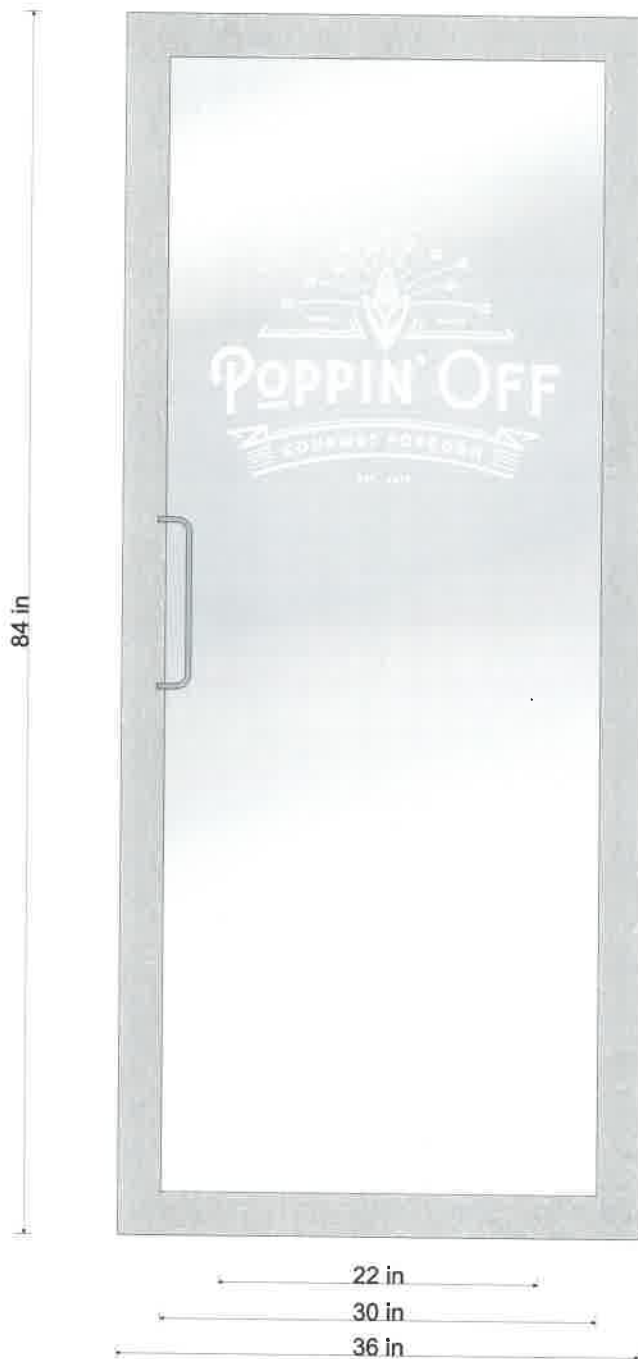
Signage to install onto facade as required

*Elizabeth A. Smith*

Poppin Off - 125 South Main Street, Troy, Ohio 45373

Door vinyl\_sketch #02 (2-5-2019)

Door vinyl



Furnish and install vinyl graphics on entrance door

Approximate size is 30" (h) x 24" (l). Address numbers are 4" in height

Graphics to be White

*Elizabeth A. Smith*

Poppin Off - 125 South Main Street, Troy, Ohio 45373

Door vinyl\_sketch #02 (2-5-2019)

Door vinyl



*Elizabeth A Smith*

Scale is approximate

Client Signature insures that all spelling, colors and specifications for signage rendered on this sketch meet client satisfaction. **Approved by:**

**Date:**

The original design and information contained herein are the property of KAP Signs and subject to return. Any reproduction or reuse of this drawing without the express written consent of KAP Signs is strictly forbidden. Violators will be held accountable for their actions and any viable legal action will be pursued to correct any damages that result from improper use of these materials.

INDEMNIFICATION AGREEMENT FOR PROJECTING SIGN

125 SOUTH MARKET STREET

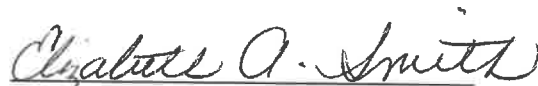
**Poppin' Off LLC**, agrees to provide a policy of liability insurance with limits of one million dollars (\$1,000,000) per occurrence and aggregate, with the City of Troy, Ohio, as "additional insured" thereon, with language required by the City, in connection with the above captioned Projecting Sign. The proof of insurance shall be in the form of an original insurance certificate. The coverage shall provide for commercial automobile liability including all owned vehicles, non-owned vehicles and all hired vehicles. The policy shall be written on an occurrence form, with no more than a \$2,500 deductible. The insurance company must have an AM BEST rating of A- or better. The full amount of the aggregate limit of the policy shall be available as of the first day of the event. The policy shall provide for cancellation only upon fourteen (14) days advance notice to the City of Troy. Cancellation notice to the City of Troy shall be in writing, sent by U.S. certified mail, green card returned, and sent to the Department of Public Service and Safety, 100 South Market Street, Troy, Ohio 45373.

Further, **Poppin' Off LLC**, further agrees to defend, indemnify and hold harmless the City of Troy, Ohio, and respective employees, directors, officials, officers, agents, volunteers and other persons acting in the City's behalf against all claims, actions, suits, causes of action, or demands arising from or flowing from acts or omissions of **Poppin' Off LLC**, its employees, directors, officials, officers, agents, volunteers and other persons acting in its behalf, or any participant, with the above captioned Projecting Sign.

This agreement supersedes any previous indemnification agreement(s), whether written or oral, in connection with this event.

\_\_\_\_\_  
Patrick E. J. Titterington  
Director of Public Service and Safety  
City of Troy, Ohio

\_\_\_\_\_  
Date



Elizabeth A. Smith  
Owner  
Poppin' Off LLC



\_\_\_\_\_  
Date





## MEMORANDUM

TO: Planning Commission  
FROM: Tim Davis, Assistant Development Director  
DATE: February 13, 2019  
SUBJECT: ***Comprehensive Plan Changes***

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### RECOMMENDATION

That Planning Commission accepts the proposed chapter into the Comprehensive Plan.

### BACKGROUND/DISCUSSION

The City of Troy Comprehensive Plan (Plan) was adopted February 1, 2005 and intended to serve as a 20-year plan. The plan is intended to be updated every five years. In 2010, the Planning Commission updated Chapters 13 and 14 of the current plan. These chapters are titled "Visioning" and "Future Land Use and Thoroughfare Plan". These chapters address the most pressing community issues, goals and required actions that need to be taken.

In 2016, the Planning Commission updated all other chapters (1-13). After the previous update, several strategic studies have been completed with implementation of these studies already underway. Since the Plan is intended to be a "living document", staff feels it is important to place these studies into the Plan.

To incorporate the strategic studies, staff is proposing the creation of a new chapter. This chapter will list and describe completed planning studies and is intended to be updated throughout the life of the Plan. The studies that are proposed to be included in the new chapter are as follows:

- Complete Streets Policy (2017)
- Troy Downtown Riverfront Study (2017)
- Downtown Parking & Traffic Assessment (2017)
- Sherwood Study (2017)

Remember, the Plan is a fluid planning document designed to guide the future actions of Troy. It presents a vision for the future, with long-range goals and objectives for all activities that affect the city.

### REQUESTED ACTION

It would be appreciated if Planning Commission approves the proposed changes to the Comprehensive Plan.

## CHAPTER 15 – IMPLEMENTATION

### INTRODUCTION

Strategic Plans are never intended to simply exist as a binder that is forever sitting on the shelf. These are collaborative works that involve many different contributors and include directions for many aspects of City development. Many people put time and effort into chronicling ‘the next step’ for the City of Troy.

The addition of this Implementation chapter is intended to avoid that near term fate. Using this Plan on a frequent basis for policy, planning, regulatory, and capital decisions will lead to its commonplace acceptance and reference. This is the goal of this chapter to make this Comprehensive Plan a “living document” that is responsive to ongoing change. That is, a document that is frequently referenced for guidance in community decision-making. Its key planning considerations, goals, and action strategies must also be revisited periodically to ensure that the Plan is providing clear and reliable direction on a range of matters, including land development issues, infrastructure investments and vision.

Implementation is not just about a list of action items. It is a challenging process that will require the commitment of the City’s elected and appointed officials, staff, residents, business owners, various institutions, foundations, other levels of government, and other organizations and individuals who will serve as champions of the Plan and its particular direction and strategies. Among its purposes, this final chapter highlights specific roles, responsibilities, and methods of implementation to execute priority Plan recommendations. Equally important are formalized procedures for the ongoing monitoring and reporting of successes achieved, difficulties encountered, and new opportunities and challenges that have emerged since this Plan adoption to help maintain its relevance and credibility as an overarching policy guide.

The City of Troy has conducted several studies from the adoption of this plan that should be included into this living document. These plans include the Complete Streets Policy (2017), Troy Downtown Riverfront Study (2017), Downtown Parking & Traffic Assessment (2017), and the Sherwood Study (2017). These plans provide planning for specific areas of Troy and should be referenced when future decisions are made. This chapter provides a brief summary of these studies which have been added as appendices to this Plan.

## **COMPLETE STREETS POLICY**

Complete streets are facilities designed and operated to safely and comfortably accommodate users of all ages and abilities. This Policy intends to incorporate the needs of all users through the planning, design, approval, and implementation process for any type of construction within the transportation network so the safety and convenience of users can be improved. Providing various safe forms of transportation increases public health, reduces demand for motor vehicles by contributing to walkable neighborhoods which fosters interaction, creates a sense of community pride and improves quality of life.

Furthermore, the policy directs decision-makers and stakeholders to consistently incorporate complete streets principles through both routine maintenance projects and large-scale projects. Policies are a key piece of creating long-term, sustainable change, in that they set the foundation for changes to regulations and processes, and ultimately changes for the built environment – buildings, roads, public spaces, and more. This policy has been attached to this Plan as Appendix L.

## **TROY DOWNTOWN RIVERFRONT STUDY**

The City identified a need to continue to increase investment in Downtown, our close-in neighborhoods, and along the Great Miami Riverfront and improve the communication amongst stakeholders to build broad consensus and support for a shared vision. To that end, several community partners came together to develop a riverfront strategic development plan to provide key physical and programmatic investment recommendations for the Downtown and riverfront for five to ten years into the future. This study has been attached to this Plan as Appendix M.

## **DOWNTOWN PARKING & TRAFFIC ASSESSMENT**

The purpose of this study was to develop a workable parking and transportation management plan for the Downtown area. The plan has been developed to address known parking and access constraints and will assure on-going improvements in access opportunities for patrons, employees and residents of the downtown. The plan provides the City with solutions to assure that parking management strategies and programs are implemented in a manner that best

serves the unique and changing nature of the downtown business environment. This study has been attached to this Plan as Appendix N.

#### **SHERWOOD STUDY**

The Sherwood study focused on reinvestment and redevelopment opportunities for the Sherwood Shopping Center as well as possibilities to help other property owners invest in their surrounding parcels. The study provided different scenarios for investing in the Sherwood Shopping Center site, infrastructure improvements, market dynamics, and regulatory issues. This study has been attached to this Plan as Appendix O.